



# JOB OPPORTUNITY

CALIFORNIA STATE DEPARTMENT OF INSURANCE

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## ASSOCIATE INSURANCE EXAMINER

\$4,619 - \$5,897

TROUBLED COMPANIES UNIT

LOS ANGELES

(MULTIPLE POSITIONS)

### RESPONSIBILITIES:

Under the general supervision of a Supervising Insurance Examiner, the incumbent conducts complex analysis and surveillance of licensed insurers designated as troubled and other assigned companies, including evaluation of related corporate affairs applications, to ascertain financial stability, solvency and compliance with the California Insurance Code, Department rules, regulations and the standard operating procedures of the Financial Surveillance Branch. The incumbent will be responsible for coordinating surveillance activities with other Divisions within the Department, other state departments of insurance and the National Association of Insurance Commissioners and acts as team leader for those companies monitored by the Early Warning Team.

### DESIRABLE QUALIFICATIONS:

- Possess accounting knowledge and experience in analyzing financial situations accurately and adopting an effective course of action.
- Experience working with and possessing knowledge of the California Insurance Code, Bulletins, Title 10 of the California Code of Regulations and Statutory Accounting Practices and Procedures.
- Experience working with and completion of statutory financial statements
- Experience in the use of computer application programs such as Excel, Word, and EWS (Early Warning System).
- Designation as a Certified Financial Examiner (CFE), Charter Property and Casualty Underwriter (CPCU), Associate in Reinsurance (ARe), Associate in Reinsurance Administration (ARA), Fellow Life Management Institute (FLMI) is preferred.

### WHO MAY APPLY:

Applications will be accepted from current State employees at the Associate Insurance Examiner level, those within transfer range, or individuals who have list eligibility. Training and Development Assignments may be considered. All interested candidates must submit a completed standard State of California application and a "Statement of Qualifications" in order to be considered for this position. The Statement of Qualifications is a narrative discussion of your education, training, experience, and skills as it relates to the desirable qualifications listed above. The Statement of Qualifications serves as documentation of each candidate's ability to present information clearly and concisely in writing and must be typed and no more than two pages in length.

Resumes do not take the place of the Statement of Qualifications. Applicants who fail to submit the Statement of Qualifications will not be considered.

### APPLICATION PROCEDURE:

Send a completed standard State of California application and a "Statement of Qualifications" to Sophia Santiago, Department of Insurance, 300 Capitol Mall, #1300, Sacramento, CA 95814 – Human Resources. **Please indicate "Associate Insurance Examiner TCU #413-357-4412-XXX" on the State application.** For additional information, please call (916) 492-3310.

All applications will be reviewed; however, only the most qualified candidates will be interviewed. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. ***All applicants must clearly indicate the basis of their eligibility (i.e., SROA, surplus, reemployment, reinstatement, transfer, or list eligibility) on the state application.***

**FINAL FILING DATE: Friday, May 11, 2012 by 5:00 PM, close of business**

**NOTE:** Interested individuals must submit their application by the final filing date in order to be considered for this position.

SS 043012

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD**

AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN  
ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.